

Classification

Approved For Release 2006/11/13 : CIA-RDP75-00399R000100140106-5

REPORTS INVENTORY

PREPARE IN DUPLICATE

DDS-OTR-LS-17

1. TITLE OF REPORT (if a fill-in report include Form No.)

FINANCIAL COST OF LS WAE EMPLOYEES

2. TYPE
OF
REPORT
☒ STATISTICAL
☐ NARRATIVE
☐ MACHINE-NAME LISTING

3. FUNCTIONAL AREA

PERSONNEL

TRAINING

LOGISTICS

SECURITY

MEDICAL

☒ FINANCE

ADMIN. GENERAL

OTHER (specify)

4. NO. OF COPIES PREPARED

4

5. FREQUENCY (weekly, monthly, quarterly, etc.)

Monthly

6. DISTRIBUTION (No. of components not
number of copies)

OF -- OS

7. FORMAT (memorandum, form
computer print-out, etc)

Memo

8. ADP PROCESSING

☐ YES

IF YES GIVE ADP PROCESSING NO.

☒ NO

9. DIRECTIVE AUTHORITY REQUIRING REPORT

Office of Finance

10. PREPARING COMPONENT (include lowest level
contributing information to report)

C/LS

11. FEEDER REPORTS (State total number and identify by Title,
Form No., or nomenclature. Attach separate sheet if necessary.)

none

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
GS-12	8.00		4		32.00				
GS-05	3.60		2		7.20				
					39.20		x 12		= \$ 470.40

B. COSTS OF COMPUTER PRODUCED REPORTS

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TOTAL COSTS PER YEAR

\$470.40

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN,
INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

OF regulations

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT

ESTIMATED SAVINGS

☒ RETAIN AS IS ☐ OTHER (explain)
☐ CHANGE
☐ DISCONTINUE

MAN-HOURS

0

DOLLARS

0

16. DATE OF INVENTORY

21 September 70

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

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LS/TR

18. EXTENSION

☐ STATFORM
9-70

142

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(22-26-42)